



HOME-BASED BUSINESSES

1. Contact the Zoning Department (phone 256-464-8427 or 772-5637) for a Home Occupation Permit application. (available at the City's website: www.madisonal.gov Submit this completed form to the Zoning Department. Approval/disapproval will be given at this time.
2. Bring a copy of your Home Occupation Permit, along with your completed privilege license application (also available at the above website) to the Revenue Department. Your business (privilege) license will be issued there.
3. When completing the license application, use an estimate of what you believe your gross receipts will be for the remainder of the year. This is the figure that your license fee will be based on. (All new businesses use estimates for the first year in business, and then the next year's license is based on what you actually made the previous year – calculated out for an entire year.)
4. Home Occupation Permits are separate from your privilege (business) license. Each must be paid for separately.
5. Any questions regarding the actual business license, please call the Revenue Department at 772-5600.